

**APPENDIX B
MILITARY STANDARDS QUESTIONNAIRE**

The purpose of this questionnaire is to establish a review strategy for each military standard to determine if it should be cancelled, replaced by, or converted to another document, such as a Non-Government Standard, Handbook, Guide, or other document, or retained as a military standard. In the event your document does not fit into one of the designated categories, document use or disposition options, contact your Department Standardization Office (DEPSO), or, if you are from an OSD office or agency without a DEPSO, please call Steve Lowell on (703) 755-2340.

Document Number Revision Change Notice

Document Title:
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Preparing Activity:

Reviewer's Name:

Command & Code: Email Address:

Telephone No.: FAX No.:

1. Indicate the function of the document by placing it in one of the following categories. Try to categorize it in a single category; however, it may be necessary to categorize it in more than one category. See Attachment 1 for a discussion of each of these categories.

- ☐ Interface
- ☐ Design or Selection Criteria
- ☐ Test Method
- ☐ Management
- ☐ Manufacturing Process
- ☐ Standard Practice
- ☐ Data Acquisition
- ☐ Reference

2. How is the document used? Check all answers that apply.

- ☐ Evaluate solicitation responses
- ☐ Contract requirement for goods
- ☐ Contract requirement for services
- ☐ Reference requirement in other documents, such as drawings, specs and standards
- ☐ Internal DoD practices

3. Is it necessary to retain the document? If "no," you may stop the questionnaire here and initiate cancellation action. If "yes," explain the value of the standard to the DoD.

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4. For each of the functional categories in question 1, Attachment 2 offers different options for retention, replacement or conversion. Attachment 3 defines the types of documents. Mark the option(s) you have chosen from Attachment 2. Explain the rationale for the option and state your planned strategy for accomplishing the goal.

- ☐ Retain as Interface Standard
- ☐ Retain as Test Method Standard
- ☐ Retain as Manufacturing Process Standard
- ☐ Retain as Standard Practice
- ☐ Replace with Non-Government Standard
- ☐ Convert to Handbook
- ☐ Convert to Guide
- ☐ Convert to Data Specification

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5. Does the document require the use of an ozone-depleting substance?

- ☐ Yes. ☐ No.

6. Does the document require the use of toxic pollutants?

- ☐ Yes. ☐ No.

7. Administrative problems.

a. Does the document contain any of the prohibited references listed in the DoD PAT report on pages 57-61?

- ☐ Yes. ☐ No.

b. Does the document reference cancelled documents?

- ☐ Yes. ☐ No.

c. Is the document in the proper FSC/Area?

- ☐ Yes. ☐ No.

8. Provide an estimate of the time and cost to convert the document and resolve technical, environmental and administrative problems.

Time: (Calendar months) Cost: \$